

DIKLE 12.5010

FBIS-1832/88  
14 December 1988

MEMORANDUM FOR: Director, Foreign Broadcast Information Service

FROM: [redacted]  
Chief, Production Group

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SUBJECT: Recommendation for Permanent Salary Increase

1. I hereby recommend a Permanent Salary Increase for [redacted]  
[redacted] of FBIS Production Group, USSR Division. [redacted] has not  
previously received this award.

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2. Over the past 8 months [redacted] has maintained an unusually high level of performance under trying circumstances. With her section (International and Military Affairs) short of manpower as veteran members served on TDY as JVE interpreter/escorts and newer members engaged in on-the-job and off-site training, she served as section chief and was at times almost single-handedly responsible for all of USSR Division's international affairs coverage. She not only performed admirably as acting section chief, providing guidance and training for two new section members who quickly became prolific contributors, but also significantly enhanced the section's performance of its mission by creating two Foreign Press Note series: USSR Press Reports on Foreign Economic Affairs (15 issues published) and USSR Press Reports on Foreign Economic Reform (6 issues published). [redacted] selects material for these Press Notes from her own Soviet publications, translating or abstracting the articles herself, and also coordinates with other USSR Division members and with members of other Production Group divisions for inclusion of relevant material from all available Soviet and non-Soviet sources. A total of eight jointly-credited Foreign Press Notes has been issued in these series. In addition, [redacted] compiles a list of relevant articles available from English-language Soviet publications that is appended to each Press Note. She is also a regular contributor to Economic Highlights, another Foreign Press Note series issued by USSR Division's Economics Section.

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3. In view of the sustained high quality of her performance as both a substantive and administrative contributor to the mission of her section, [redacted] is recommended for a Permanent Salary Increase.

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[redacted]

SUBJECT: Recommendation for Permanent Salary Increase

APPROVED:

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20 DEC 1988

Director, Foreign Broadcast Information Service

Date

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